



Department of CITY PLANNING

Office of Buildings – Arborist Division
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LANDSCAPING PLAN CHECKLIST

Arborists Plan Reviewer:

<input type="checkbox"/> Michael Browning 404-330-6176 Commercial Plan Reviewer	<input type="checkbox"/> Sean Gaynor 404-865-8810 Light Commercial Plan Reviewer	<input type="checkbox"/> Marty Ussery 404-330-6019 Residential Plan Reviewer	<input type="checkbox"/> Monique Humphrey 404-330-6076 Residential Plan Reviewer
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Trees in the Setback – (Setback is the area between the property line and building envelope.)

Trees within the setback are required to be saved according to Tree Ordinance Section 158-102: Criteria for removal, destruction or injury. Trees in the setback are automatically denied for removal, however an appeal may be filed to be heard by the Tree Conservation Commission. To be heard by the TCC, you must first submit a landscape plan to an Arborist Plan Reviewer, then appeal to the Tree Conservation Commission. Contact an Arborist Plan Reviewer for plan review and details on the appeal process.

Definitions:

- **Landscape Plan:** a plan submitted to the Arborist Department for tree removal only (no site work). Consists of elements described below, allowing no cut or fill of earth except for new tree planting.
- **Caliper:** diameter (in inches) of new tree trunk (nursery stock) at 6" above ground level.
- **CRZ - Critical Root Zone:** a circle having a radius of one foot for each one inch of tree DBH. Diameter is twice the size of radius.
- **DBH - Diameter at Breast Height:** the width of tree trunk measured at 4.5' feet above ground level. Tree trunks having more than one trunk at 4.5' must be measured individually and added together. The total DBH is to be used to label the tree on the Tree Protection Plan. Example; 1 tree with two trunks would be labeled, 12"/16" HWD.

Plan Checklist - show and label the following elements (Tree Protection Plan - Sec. 158-105(a))

1. Provide three (3) copies of drawings. Plans may be hand drawn.
2. Drawn to scale: prefer 1" = 10', 1" = 20'
3. Note street name and street number.
4. Show all property lines.
5. Show setback lines – setback information for each lot can be obtained from the Department of City Planning, GIS Division. http://gis.atlantaga.gov/apps/parcel_search/
6. Tree locations must be accurately shown, labeled as HWD (hardwood) or pine, and note their respective DBH. All hardwood trees $\geq 6"$ DBH, pines $\geq 12"$ DBH must be shown on the drawing.
7. Show and label existing buildings, structures, driveways and parking areas.
8. Show an "X" on the tree symbol for the tree(s) to be removed.
9. Proposed trees planted for credit must be at least 2.5" caliper, shown on drawing, with their species labeled (see COA Recommended Tree List). Overstory and mid-canopy trees are required until tree density requirements per zoning district are met. Spacing requirements are from existing and proposed trees and to be spaced as follows: Overstory-35ft., Mid Canopy-25ft., Ornamental, Understory, and Screening trees - 15ft.
10. Show existing trees to remain to show site density requirements will be met without the proposed trees to be removed. (See tree density requirements.)
11. Recompense Calculations (Sec. 158-103(b)) must be shown on plans.
 - a. The Standard Recompense formula is:
 - i. $\$100 [(\# \text{ trees destroyed} + \# \text{ trees lost}) - \# \text{ trees replaced}] + \$30.00 [(\text{DBH inches destroyed} + \text{DBH inches lost}) - \text{caliper inches replaced}]$

Note: Tree density per zoning district on a site must be met regardless of any loss of trees. The requirements are as follows:

- R-5 and R-4-A districts: 35 inches per acre
- R-3, R-3-A, and R-4 districts: 40 inches per acre
- R-2 and R-2-A Districts: 100 inches per acre
- R-1 districts: 150 inches per acre
- O, I, RG, PD and all other districts: 90 inches per acre